

## Canonsburg Borough Council Voting Meeting

Monday, May 10th, 2021

6:30 PM

### **CALL TO ORDER:**

The meeting was called to order by Mr. Bell at 6:30 pm.

**Moment of Silence** called by Mr. Bell.

### **Pledge of Allegiance**

### **Roll Call:**

Mr. Eric Chandler - Present

Mr. John Severine - Present

Mrs. Tina Bails - Present

Mr. Edward P. Yorke - Present

Mr. Richard Russo - Present

Mr. Harold Bowman - Absent

Mr. Richard Bell, President - Present

**Others Present:** Borough Manager Denise Lesnock, Mayor David Rhome, KLH Engineer

Veronica Mowry, Solicitor Joseph Dalfonso, Public Works Director Tom Lawrence, Police Chief

Alex Coghill

**Absent:** None.

### **GUESTS:**

EJ Klekner, owner of Rusty Gold Brewing, asked council to approve certain dates in 2021 to use parts of the midtown parking lot for events being held throughout the year:

May 27th 5-9 PM - half lot

June 19th 11 AM to 11 PM - half lot

July 24th 1-7 PM - whole lot

August 6th at 6 PM to August 7th at 6 PM - whole lot

September 3rd 6-11 PM - half lot

Mr. Russo asked if all of the dates needed to be voted on tonight or if council could vote on the May date at this meeting and the others at a later meeting. Mr. Kleckner asked that the May and July dates be voted on tonight. Mr Russo asked if the other businesses in the area had any issues with his use of the lots, Mr. Kleckner replied that he has worked with surrounding businesses in the past and would do so again for these events.

**Motion to allow Rusty Gold Brewing to use half of the midtown parking lot on May 27th, 2021 and June 19th, 2021 and the whole lot on July 24th, 2021.**

Mr. Yorke made a motion to allow Rusty Gold Brewing to use half of the midtown parking lot on May 27th and June 19th and the whole lot on July 24th. Seconded by Mr. Severine.

No questions on the motion.

7 Yes. 0 No. 0 Absent. Motion Carries.

**PUBLIC COMMENTS:**

None.

**PRESIDENT'S COMMENTS:**

Mr. Bell stated that there was a request for an executive session pertaining to a voting item later in the evening. Mr. Severine and Mayor Rhome both stated they had items for executive session for the end of the meeting, no action to be taken afterwards.

Executive Session was held 6:44 PM - 7:28 PM.

**MAYOR'S REPORT:**

Mayor Rhome reported on the following:

1. Asked for a 15 day extension on the COVID-19 Testing Center in the parking lot across the street from the Borough parking lot, then the center will move to another location.

**ENGINEER'S REPORT:**

Mrs. Mowry reported on the following:

1. Eagles Demolition Project - Building is down, Stash Contracting came to do the additional work as requested (removing debris, bringing in additional topsoil and seed/mulch the area). Recommends a conditional approval of their pay request #1 of \$22,750 conditioned on receiving all documents.

Mrs. Mowry explained that she was asked if there was a foundation left on the property, she explained that with most demolition work, the contractor knocks everything into the basement and fills it with dirt, but was not able to be done in this case because there was not a full basement and she is unsure if there is any footer remaining.

2. Grace Avenue Sewage Planning Module - There is a resolution that was submitted to do a planning module amendment for the Fink duplex property on Grace Avenue. This would allow them to tie into the sewer system and once it's approved through DEP, they will apply for construction permits. There is a motion to vote on this later in the evening.

3. Proposed Grants/Resolutions due by May 30th:

- a. Greenways, Trails and Recreation Program for Chartiers Creek Stream Bank Restoration - The total project cost is \$192,166.67, the grant is for \$163,341.67 with a local share match of \$28,825.00.
- b. Flood Mitigation Program for McBurney Road - The total project cost is \$489,931.03, the grant is for \$416,441.37 with a local share match of \$73,489.65. With the advice of DEP, it is recommended to install a separate storm sewer that would run along McBurney and catch overflow and also clean up the streambanks. Mrs. Mowry also explained that we may not be approved for the entire amount but that the match would be 15% of the approved amount. Discussion was held about the flooding issues on McBurney and the grant process.

4. 2021 Road Project - Bid opening was held earlier in the day, 7 bids were received, asphalt prices came in low. When the bid was put out, it was for West Pitt Street, the Pool House Driveway and Hooks Lane. Then added a second bid item for Bobby Vinton Blvd and a third adding the Jefferson parking lot. The original budget was \$250,000 for all of the work including Bobby Vinton Blvd, the Jefferson lot would be an additional

\$50,000-\$55,000. However, Independent Enterprises came in with a total bid of \$222,024.50 for all of the projects. Mrs. Mowry recommended that council accept that bid but if council did not want to do the Jefferson lot option, the amount would be \$182,353.50.

Mrs. Mowry stated that she reached out to Tom Lawrence to contact the utility companies to inquire whether they needed to do any line replacements before the paving begins

5. West Pike Street Steps - Bid opening was held earlier in the day, 3 bids were received, the low bid was Independent Enterprises at \$48,380. Mrs. Mowry spoke to the structural engineer at KLH who stated the concrete work alone would come in at around \$25,000 to \$30,000, this project was budgeted at \$30,000.

Mr. Russo stated that there was a savings in the Road Project which would still leave us with around \$14,000 saved between the two projects.

6. Parking Garage/Lot Project (Lou Bell Drive) - A picture of a 90-spot parking lot layout was presented to council. Mrs. Mowry explained that she came up with a quote of around \$300,000 with just paving alone which does not account for the wall that must be built. There is no way to quote the cost of a wall or foundation without a geotechnical report, this report will explain what kind of foundation is needed for a garage or wall and the costs. Mrs. Mowry presented a proposal from Ackenheil Engineers to do the geotechnical report which would include drilling 7 test bores across the site and provide recommendations on the foundation type. The amount of this proposal is \$19,830.00.
7. 2020 Sanitary Sewer Repair Project - Received signed documents from the contractor and dropped them off at the Borough office for signatures. Mrs. Mowry stated that she spoke to Roto Rooter and they expect to begin the project in early June and a pre-construction meeting will be scheduled soon.
8. Ride Avenue Curb Replacement - Contractor was on site earlier in the day and will be starting this week. Curbs were marked the week prior.
9. Sewer Metering Project - Nothing new to report
10. Bridge Beautification Project - Scheduled phone call with PennDot on May 11th to go over what plans needs submitted to them to move forward.

11. Public Works Facility Upgrades - Looking for direction from council, initial estimate was \$1.6 to \$1.9 million but recommended possibly renovating existing spaces to reduce scope and costs.

Mr. Russo suggested, from Mr. Lawrence's opinion, to lower the amount of vehicle/equipment bays from 15 to 10. Mrs. Mowry stated she would work on an updated cost estimate.

12. Weight Limit Study - Mrs. Mowry explained that having a weight limit may deter trucks from driving on the roads but may not stop them. The company could ask for an excess maintenance agreement to bond (PennDot's is \$12,500/mile) the road and continue to use it but a common issue is showing proof that a specific company did the damage. If council decides to do the study and put up the weight limit signs, it would need to be policed, the companies would have to be warned and told to get excess maintenance agreements and get bonded.

Mr. Russo asked if there is existing damage from trucks, Mr. Severine stated it's more so the noise and traffic on Gladden Road but will eventually tear up the road.

Mrs. Mowry will provide an exact price for the weight limit study for Gladden and McEwen.

### **SOLICITOR'S REPORT:**

Mr. Dalfonso reported on the following:

1. If council makes Lou Bell Drive a one way street (as stated earlier in the Engineer's report) that the ordinance will have to be amended.
2. The zoning ordinance will be ready for the Planning Commission on June 3rd. After the planning commission makes their recommendation, council will have to advertise with 60 days notice for a public hearing and send a copy to the Washington County Planning Commission 45 days in advance.
3. COVID regulations are changing on May 31st with no gathering limits so council meetings may now be attended by the public in June.

## **BOROUGH MANAGER'S REPORT:**

1. Finance Officer - Having a second interview with two applicants, both are good candidates.
2. Garbage Billing Audit - Held a meeting with Jordan Tax Service and cash flow is improving with the changes that were made as of January 1, 2021.
3. Pension Audit - Completed and working on a few items brought to the Borough's attention.
4. Cecil Township Forensic Audit - Mr. Dalfonso reported on updates.
5. Act 13 Report - Completed
6. Project Financing - Met with PNC to get rates, learn about hiring a bond council and get recommendations for a bond council. Both PNC and Mr. Dalfonso recommended the same bond council.
7. Insurance Research - For incident at Basketball courts
8. Borough Building alcove - Frazier Plumbing televised the line due to a smell of raw sewage. It showed that there are sags in the line but no breakage. Discussion was held on options to fix the problem.

Mr. Russo inquired whether AC Coy was contacted about the curb cuts on the side of their property, adjacent to Greenside Avenue. Denise was getting more information from Mrs. Mowry and Mr. Lawrence. Mr. Severine approached Mr. Lawrence to discuss the curb cut, Mr Russo asked for an update at the next meeting.

Mr. Russo then asked about the sinkhole on Adams Avenue, Ms. Lesnock explained that Mr. Lawrence is in touch with PennDot as it's a state road.

Mr. Severine inquired about a software that Tax Collector, Robert Maceiko, is getting to track Mercantile and Business Privilege taxes and asked who would be in charge of collecting them and going to court cases to get the taxes paid. Ms. Lesnock replied that this is something that Jordan Tax Service could possibly take over.

## **COMMITTEE REPORTS:**

1. **Administration and Finance:** Mrs. Bails stated that she and Mr. Yorke met with Ms. Lesnock

to review the bills and that everything was routine business and was in order.

**Motion to approve Canonsburg Borough bills.**

Mr. Yorke made a motion to approve Canonsburg Borough bills. Seconded by Mrs. Bails.

**Roll Call:**

Mr. Bowman-Yes

Mr. Yorke - Yes

Mr. Russo - Yes

Mrs. Bails - Yes

Mr. Severine - Yes

Mr. Chandler - Yes

Mr. Bell - Yes

6 Yes. 0 No, 1 Absent. Motion Carries.

2. **Code** - Mr. Severine reported that Code Enforcement got a new reporting software and the new reports were in the meeting packets. He then asked if anyone sees high grass, to report it to code enforcement.

3. **Public Works** - Mr. Bowman presented the April 2021 Public Works Report.

4. **Public Safety** - Mr. Bowman presented the April 2021 Fire Department Report.

Mr. Severine stated that East Pitt Street between Greenside and Central has very heavy traffic and asked if it would be considered to make that section a one way street. Discussion was held.

5. **Facilities** - Mr. Russo reported on the following:

1. The Public Works building project was discussed.
2. It was discussed earlier that meetings can be open to the public again.
3. Met with Pool Manager to discuss the 2021 season

6. **Parks and Recreation** - Mrs. Bails reported on the following:

1. Cleanup at the Park will be held on Saturday at 10:00 AM. The football team, Girl Scouts and Friends of the Park are coming to help. Keep America Clean will provide everyone with gloves and garbage bags.
2. Fourth of July Celebrations at the Park on July 3rd.
3. With COVID restrictions lifted, the pool is allowed to be at max capacity, which is 900.

4. Washington Pool is closed this year so Town Park is expected to be busy and Mr. Manion and his staff are prepared.
  5. In the process of getting the pool building painted.
  6. The pool will now be accepting credit cards.
  7. Many pool passes have already been purchased for the 2021 season.
  8. Basketball court needs some minor updates.
  9. Cost study for the repair of the softball field lights will be completed.
  10. A Public Works employee is in the process of getting chemical certification.
  11. The VFW 191 Pavilion restroom facility will be completed in early June.
7. **Re-Development** - Mr. Chandler stated that Mrs. Scarmazzi reported everything at the Agenda Meeting last week.
8. **Sewer Authority**: Mr. Yorke reported on the following:
1. CHJSA meeting minutes were submitted in meeting packets.

**VOTING ITEMS:**

**1. Motion to approve the April 12, 2021 meeting minutes of Canonsburg Borough Council.**

Mrs. Bails made a motion to approve the April 12, 2021 meeting minutes of Canonsburg Borough Council. Seconded by Mr. Yorke.

No questions on the motion.

7 Yes, 0 No, 0 Absent. All in Favor. Motion carries.

**2. Motion to approve promoting Sergeant Donald Cross from the Canonsburg Civil Service Commission Deputy Chief Candidate List to the rank of Deputy Chief for the Canonsburg Police Department at a salary of \$82,249.00 effective June 1, 2021.**

Mr. Bowman made a motion to approve promoting Sergeant Donald Cross from the Canonsburg Civil Service Commission Deputy Chief Candidate List to the rank of Deputy Chief for the Canonsburg Police Department at a salary of \$82,249.00 effective June 1, 2021. Seconded Mrs. Bails.

No questions on the motion.

**Roll Call:**

Mr. Bowman - Yes

Mr. Yorke - Yes

Mr. Russo - Yes

Mrs. Bails - Yes

Mr. Severine - Yes

Mr. Chandler - Yes

Mr. Bell - Yes

7 Yes. 0 No, 0 Absent. Motion Carries.

**3. Motion to approve Resolution #04-21 requesting Greenways, Trails and Recreation Program Grant of \$163,341.67 from the Commonwealth Financing Authority to be used for Chartiers Creek Project. This grant will require a 15% local cash match.**

Mrs. Bails made a motion to approve Resolution #04-21 requesting Greenways, Trails and Recreation Program Grant of \$163,341.67 from the Commonwealth Financing Authority to be used for Chartiers Creek Project. This grant will require a 15% local cash match. Seconded by Mr. Chandler.

No questions on the motion.

**Roll Call:**

Mr. Bowman - Yes

Mr. Yorke - Yes

Mr. Russo - Yes

Mrs. Bails - Yes

Mr. Severine - Yes

Mr. Chandler - Yes

Mr. Bell - Yes

7 Yes. 0 No, 0 Absent. Motion Carries.

**4. Motion to approve Resolution #05-21 requesting a Flood Mitigation Program grant for**

**\$416,441.37 from the Commonwealth Financing Authority to be used for the Chartiers Creek Project. This grant will require a 15% local cash match.**

Mrs. Bails made a motion to approve Resolution #05-21 requesting a Flood Mitigation Program grant for \$416,441.37 from the Commonwealth Financing Authority to be used for the Chartiers Creek Project. This grant will require a 15% local cash match. Seconded by Mr. Severine.

No questions on the motion.

**Roll Call:**

Mr. Bowman - Yes

Mr. Yorke - Yes

Mr. Russo - Yes

Mrs. Bails - Yes

Mr. Severine - Yes

Mr. Chandler - Yes

Mr. Bell - Yes

7 Yes. 0 No. 0 Absent. Motion Carries.

**5. Motion to award bid for Contract #2021-03 for West Pike Street Steps to Independent Enterprises in the amount of \$48,380.00.**

Mr. Yorke made a motion to award bid for Contract #2021-03 for West Pike Street Steps to Independent Enterprises in the amount of \$48,380.00. Seconded by Mr. Chandler.

No questions on the motion.

**Roll Call:**

Mr. Bowman - Yes

Mr. Yorke - Yes

Mr. Russo - Yes

Mrs. Bails - Yes

Mr. Severine - Yes

Mr. Chandler - Yes

Mr. Bell - Yes

7 Yes. 0 No. 0 Absent. Motion Carries.

**6. Motion to award bid for Contract #2021-04 for the 2021 Milling and Resurfacing to Independent Enterprises in the amount of \$222,024.50.**

Mr. Yorke made a motion to award bid for Contract #2021-04 for the 2021 Milling and Resurfacing to Independent Enterprises in the amount of \$222,024.50. Seconded by Mrs. Bails. No questions on the motion.

**Roll Call:**

Mr. Bowman - Yes

Mr. Yorke - Yes

Mr. Russo - Yes

Mrs. Bails - Yes

Mr. Severine - Yes

Mr. Chandler - Yes

Mr. Bell - Yes

7 Yes. 0 No. 0 Absent. Motion Carries.

**7. Motion to approve purchasing 60 refurbished electronic mechanisms for the Borough's parking meters at a cost of \$65 each from Meter Products (\$3,900 total).**

Mr. Severine made a motion to approve purchasing 60 refurbished electronic mechanisms for the Borough's parking meters at a cost of \$65 each from Meter Products (\$3,900 total). Seconded by Mrs. Bails.

No questions on the motion.

**Roll Call:**

Mr. Bowman - Yes

Mr. Yorke - Yes

Mr. Russo - Yes

Mrs. Bails - Yes

Mr. Severine - Yes

Mr. Chandler - Yes

Mr. Bell - Yes

7 Yes. 0 No. 0 Absent. Motion Carries.

**8. Motion to approve Resolution #06-21 Fee Schedule (changing parking meters fees).**

Mr. Yorke made a motion to approve approve Resolution #06-21 Fee Schedule (changing parking meters fees). Seconded by Mrs. Bails.

Mr. Russo asked what the price change was, Ms. Lesnock replied that the price for parking is going from 25 cents for an hour to 25 cents for a half hour.

**Roll Call:**

Mr. Bowman - Yes

Mr. Yorke - Yes

Mr. Russo - Yes

Mrs. Bails - Yes

Mr. Severine - Yes

Mr. Chandler - Yes

Mr. Bell - Yes

7 Yes. 0 No. 0 Absent. Motion Carries.

**9. Motion to extend COVID testing site agreement in the Borough lot for an additional 15 days.**

Mrs. Bails made a motion to extend COVID testing site agreement in the Borough lot for an additional 15 days. Seconded by Mr. Russo.

Mr. Bell asked if they were going to find another spot, Mayor Rhome agreed.

7 Yes. 0 No. 0 Absent. Motion Carries.

**10. Motion to approve the Oil and Gas Lease Agreement with Range Resources with property in both the Borough's name and Parking Authority.**

Mrs. Bails made a motion to approve the Oil and Gas Lease Agreement with Range Resources with property in both the Borough's name and Parking Authority. Seconded by Mr. Chandler.

No questions on the motion.

**Roll Call:**

Mr. Bowman - Yes

Mr. Yorke - Yes

Mr. Russo - Yes

Mrs. Bails - Yes

Mr. Severine - Yes

Mr. Chandler - Yes

Mr. Bell - Yes

7 Yes. 0 No. 0 Absent. Motion Carries.

Mr. Bell thanked Mr. Dalfonso for the work he did with the lease agreements.

**11. Motion to approve Pay Request #1 to Stash Contracting in the amount of \$22,750.00 conditioned on receiving all required paperwork from the Contractor.**

Mr. Chandler made a motion to approve Pay Request #1 to Stash Contracting in the amount of \$22,750.00 conditioned on receiving all required paperwork from the Contractor. Seconded by Mr. Russo.

**Roll Call:**

Mr. Bowman - Yes

Mr. Yorke - Yes

Mr. Russo - Yes

Mrs. Bails - Yes

Mr. Severine - Yes

Mr. Chandler - Yes

Mr. Bell - Yes

7 Yes. 0 No. 0 Absent. Motion Carries.

Discussion was held about last minute voting items and a procedure moving forward.

**12. Motion to approve a Resolution for Sewage Planning Amendment Fink's lot #3 Duplex on Grace Avenue.**

Mr. Yorke made a motion to approve a Resolution for Sewage Planning Amendment Fink's lot #3 Duplex on Grace Avenue. Seconded by Mrs. Bails.

No questions on the motion.

7 Yes. 0 No. 0 Absent. Motion carries.

**13. Motion to accept the Geotechnical Proposal from Ackenheil Engineers in the amount of \$19,830 to drill test bores and provide recommendations on the foundation type and wall design at the proposed parking lot located at the old Eagle's site on Central Avenue.**

Mr. Yorke made a motion to accept the Geotechnical Proposal from Ackenheil Engineers in the amount of \$19,830 to drill test bores and provide recommendations on the foundation type and wall design at the proposed parking lot located at the old Eagle's site on Central Avenue.

Seconded by Mrs. Bails.

No questions on the motion.

**Roll Call:**

Mr. Bowman - Yes

Mr. Yorke - Yes

Mr. Russo - Yes

Mrs. Bails - Yes

Mr. Severine - Yes

Mr. Chandler - Yes

Mr. Bell - Yes

7 Yes. 0 No. 0 Absent. Motion Carries.

**14. Motion to proceed with a Weight Limit Study on Gladden Road and McEwen Avenue not to exceed \$2,000.**

Mrs. Bails made a motion to proceed with a Weight Limit Study on Gladden Road and McEwen Avenue not to exceed \$2,000. Seconded by Mr. Severine.

No questions on the motion.

**Roll Call:**

Mr. Bowman - Yes

Mr. Yorke - Yes

Mr. Russo - Yes

Mrs. Bails - Yes

Mr. Severine - Yes

Mr. Chandler - Yes

Mr. Bell - Yes

7 Yes. 0 No. 0 Absent. Motion Carries.

**UNFINISHED BUSINESS:**

1. Zoning Map - Mr. Dalfonso discussed under Solicitor's Report.
2. Hiring a Finance Officer - Two second interviews are scheduled.
3. Comcast Contract Renewal - Solicitor is working on.
4. Time Clocks - Mr. Severine stated that this needs to move forward for all employees in the building, Mr. Bowman explained that it wouldn't be possible for the police department to use time clocks. Mr. Bell asked if there was a problem that needed to be addressed and Mr. Chandler asked what the goal is for installing time clocks. Mr. Severine stated he wanted the 7 employees downstairs to use a time clock.
5. Ordinance making Jefferson Avenue a one-way to create on-street parking (tabled from April 12th meeting) - Still tabled.
6. Parking meter fees - Voted on earlier in the meeting.
7. Hiring a grant writer (JDM Consultants, LLC) - Will discuss at a later meeting.
8. Workshop on financing Capital Projects - May 11th at 6:30 PM
9. Hiring Bond Council

**NEW BUSINESS:**

**EXECUTIVE SESSION:**

Executive session began at 9:15 PM.

**ADJOURNMENT:**

Motion by Mr. Yorke to adjourn the meeting and begin Executive Session at 9:15 PM. Seconded by Mrs. Bails. All in favor.

Meeting adjourned at 9:15 PM.

Submitted by:

Callie Munch